HOW TO TIDY UP YOUR INVENTORY MASTER DATA

INTRODUCTION

The integrity of inventory master data files is essential to the success of any inventory improvement project. It is not uncommon for organisations' files to contain insufficient and inconsistent data; particularly in relation to item descriptions. This article discusses a methodology for the development of master data protocols, particularly in relation to descriptions. For the purposes of illustration, this article assumes: (1) ERP system is JD Edwards and (2) Oniqua Standards Dictionary is used as the tool for establishing the description framework elements. Generic examples are used through the article.

TYPICAL ISSUES RE MASTER DATA FRAMEWORK

Following are a few examples of typical master data issues:

1. Inconsistent description frameworks. For example "*Filter, Oil*" vs "*Oil Filter*" for the same types of items.
2. Incomplete descriptions. For example "*Filter*". The description contains no other catalogue detail.
3. Incorrect or duplicate Commodity Classes and Sub Classes. For example, two identical entries may exist for an item under different item no's in different Commodity Classes.
4. Inconsistent use of description fields (Description 1 and Description 2). For example, Description 2 is sometimes used as an overflow for the item description and sometimes used as a field for detailing cross references or item substitutions.
5. Inconsistent use of the Search Text field. This can typically be an abbreviated description, an item family or a simple replication of Description 1.

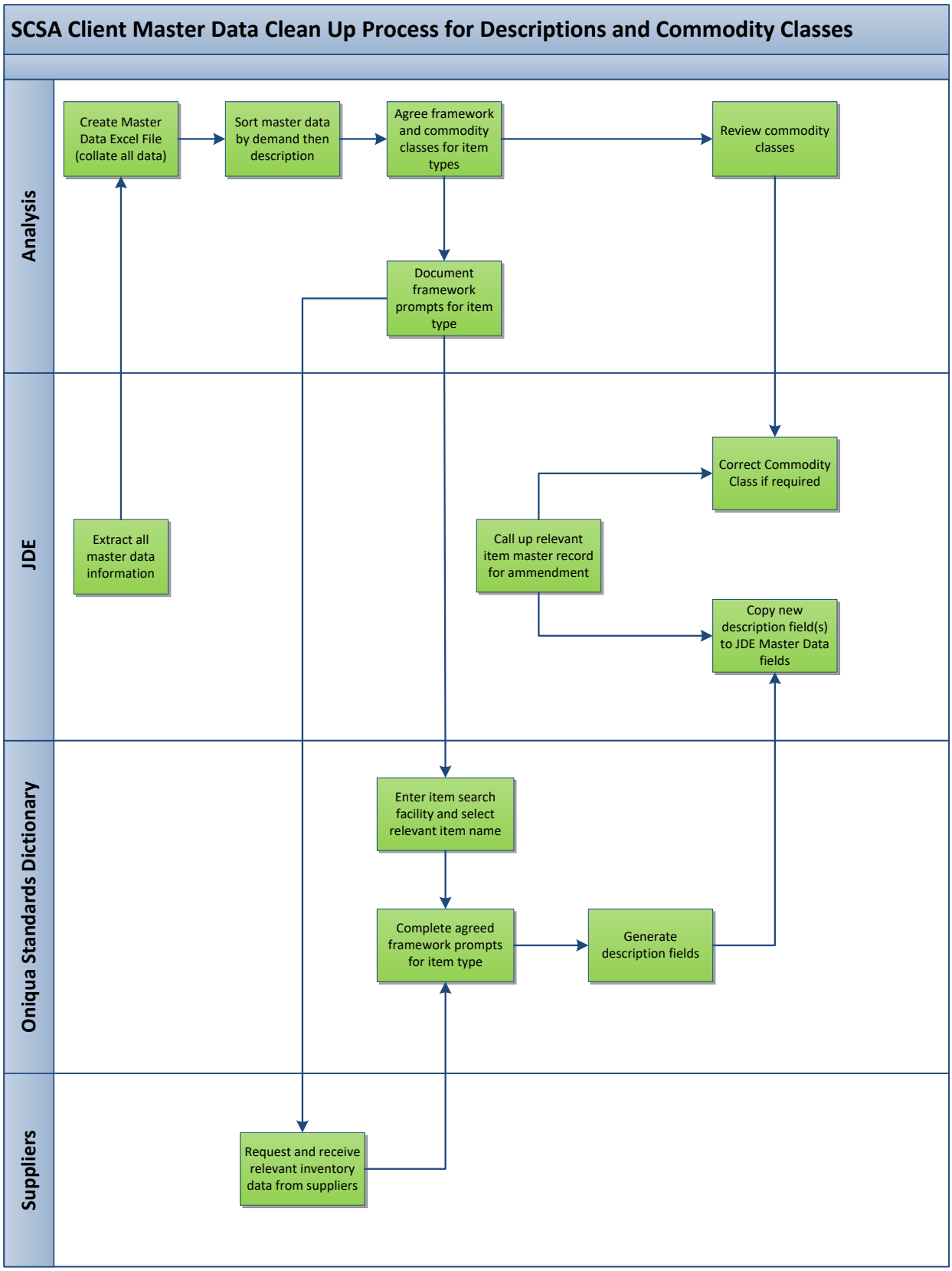
IMPROVED MASTER DATA FRAMEWORK

A defined process should be adopted to establish the master data framework for each item type. Firstly, a method is needed to group items.

The process described below uses the Oniqua Standards Dictionary to establish the description framework elements (prompts). Using the dictionary in this way ensures the following:

- The appropriate level of detail to include in the description
- Consistent application of description protocols for similar items
- A method of ensuring typographical errors are minimised during the transformation process

For most item types the Oniqua dictionary will suggest multiple prompts to develop the description. This prompt definition process is only required to be completed once for each significant item class. Once agreed, it is applied to the whole family of items.



Attachment A provides an illustration of the process.

OTHER COMMENTS

Search Text **-** It is suggested that the description Short Name generated by Oniqua is implemented as the search text. This will ensure consistency across this field as the same Short Name will be used for all family items.

Supplier Information **-** In general terms it is not recommended to include the supplier name in the item description unless specifically prompted to by the chosen Oniqua framework. This allows descriptions to remain constant even if suppliers change.

Item Numbers **-** It is common practice to adopt company specific item numbers which can then be linked to OEM numbers and cross referenced for substitutions. The primary advantage of this approach is that organisations can maintain common item numbers regardless of changes in supplier or supplier item numbers. It also allows for consistent item number formats to be applied.

ATTACHMENT A

MASTER FRAMEWORK ITEM EXAMPLES

COMMODITY CLASSES	NO OF ITEMS	CURRENT DESCRIPTION 1	CURRENT DESCRIPTION 2	Description Framework Summary								NEW DESCRIPTION	NEW DESCRIPTION 2	NEW DESCRIPTION 3
Body & Chassis	5													
Bearing	1	*FITTING*		SHORT NAME	DESIGN OR TYPE	BEARING BORE	BEARING OUTSIDE DIA	BEARING WIDTH	NUMBER OF ROWS			*BEARING,ANGULAR,50,75,5,2*		
Fittings / Fasteners / Bracket	2	*NUT*		SHORT NAME	NUT DESIGN OR TYPE	THREAD SIZE & SERIES	NUT MATERIAL	NUT DIMENSIONS OR SIZE				*NUT,HEX,M8x0.5,SS,16*		
Hitching	1	*WEARPLATE TURNTABLE (SUIT MMW*	*QUADS)*	SHORT NAME	DESIGN OR TYPE	DIMENSIONS OR SIZE	MATERIAL					*WEARPLATE TURNTABLE,MMV QUAD*	*100, STEEL*	
No Class	1	*FITTING*		SHORT NAME	DESIGN OR TYPE	DIMENSIONS OR SIZE	MATERIAL					*FITTING*		
Driveline, Wheels & Tyres	19													
Axle / Wheel	3	*CAM KIT BPW AXLE COMPLETE*		SHORT NAME	DESIGN OR TYPE	DIMENSIONS OR SIZE	MATERIAL					*CAM,AXLE KIT,250,STEEL*		
Bearing	6	*BEARING*		SHORT NAME	DESIGN OR TYPE	BEARING BORE	BEARING OUTSIDE DIA	BEARING WIDTH	NUMBER OF ROWS			*BEARING,ANGULAR,50,75,5,2*		
Brakes	3	*BRAKE LINING SET (4515)*	*NOW USE 229500*	SHORT NAME	DESIGN OR TYPE	CONTENT	CONTENT 2	CONTENT 3				*BRAKE LINING KIT,SHOE,15MM,2*		
Clutch	2	*SEAL REAR HUB*	*CAN USE CR47697S*	SHORT NAME	MEDIA APPLICATION	SEAL DESIGN OR TYPE	SEAL DIMENSIONS OR SIZE	SEAL MATERIAL				*SEAL,CLUTCH,RING,125MM,RUBBER*		
Differentials	1	*BOOSTER SPRING BRAKE*		SHORT NAME	SPRING DESIGN OR TYPE	SPRING DIMENSIONS OR SIZE	SPRING MATERIAL					*SPRING,BRAKE BOOSTER,150X20*	*STEEL*	
Drive Line / Drive Shaft	2	*UNI 1810 SPL SERIES*		SHORT NAME	COUPLING DESIGN OR TYPE	COUPLING DIMENSIONS OR SIZE						*COUPLING,SHAFT,FLEX*	*UNI 1810 SPL,1810MM*	
Suspension	2	*CAB AIRBAG*		SHORT NAME	AIR SPRING DESIGN OR TYPE	AIR SPRING MATERIAL	AIR SPRING DIMENSIONS OR					*AIR SPRING,VEHR,CAB,RUBBER*	*650MM*	
Electrical	15													
Auto Electrical	15	*GLOBE H3*	*(CAN USE 13336 PHILIPS)*	SHORT NAME	GLOBE DESIGN OR TYPE	GLOBE COLOUR						*GLOBE,ELEC LT,H3 12V 100W*	*CLEAR*	
Engine & Exhaust	21													
Engine	1	*FILTER OIL*		SHORT NAME	MANUFACTURER BRAND	FILTER ELEMENT TYPE	MEDIA FOR WHICH DESIGNED	FILTER DESIGN OR TYPE	FILTER ELEMENT DIMENSION	ELEMENT MATERIAL	MICRON RATING	*FILTER ELEMENT,TRUCKLINE*	*PRIMARY,OIL,CYLINDER,105,PAPER*	*70*
Filters	20	*FILTER OIL*		SHORT NAME	MANUFACTURER BRAND	FILTER ELEMENT TYPE	MEDIA FOR WHICH DESIGNED	FILTER DESIGN OR TYPE	FILTER ELEMENT DIMENSION	ELEMENT MATERIAL	MICRON RATING	*FILTER ELEMENT,TRUCKLINE*	*PRIMARY,OIL,CYLINDER,100,PAPER*	*65*
Hydraulics & Pneumatics	10													
Hoses / pipes / tubes	1	*UNI JOINT 1810 MUST BE SPICER*	*UNI'S*	SHORT NAME	COUPLING DESIGN OR TYPE	COUPLING DIMENSIONS OR SIZE						*COUPLING,SHAFT,FLEX*	*UNI 1810 SPL,1810MM*	
Hydraulic	1	*AIRBAG FUWA SUSPENSION*		SHORT NAME	AIR SPRING DESIGN OR TYPE	AIR SPRING MATERIAL	AIR SPRING DIMENSIONS OR					*AIR SPRING,VEHR,FUWA CAB,RUBBER*	*650MM*	
Pneumatic System	2	*FITTING FESTO JOINER 6mm*	*PUSH IN STANDARD SIZE*	SHORT NAME	FITTING DESIGN OR TYPE	FITTING DIMENSIONS OR SIZE	FITTING CONNECTION DATA	FITTING ANGLE				*FITTING,PNEUMATIC,6MM*	*FESTO PUSH IN,STR*	
Seals / Gaskets	4	*GASKET AXLE GASKET 8 BOLT*		SHORT NAME	TYPE DESIGNATION	GASKET DIMENSIONS OR SIZE	GASKET HOLE DATA					*GASKET,AXLE,50MM,8 BOLT*		
Valves	2	*VALVE RELAY CAN USE 102626*		SHORT NAME	DESIGN OR TYPE	CURRENT RATING	CONTROL VOLTAGE	FREQUENCY				*RELAY,VALVE,10A,20V,200*		
No Class	30													
No Class	30	*SOCKET 1/8"*		SHORT NAME	SOCKET DIMENSION OR SIZE	SOCKET DRIVE DATA						*SOCKET,SKT WRENCH,1/8"*	*1/4" DRIVE*	